

Rochester Board of Education  
Audit Committee Meeting  
March 11, 2014

Minutes

**Attendance:** Commissioner Adams, Commissioner Evans and Vice President Elliott. Board Staff: Ms. Henry-Wheeler, Auditor General. Financial Expert: Annie Sealy

Commissioner Adams convened the meeting at 5:24 PM.

- I. Review and Approval of Minutes from the Last Audit Committee Meeting:** Minutes from the January 16, 2014 meeting were approved.
  
- II. Current Business:** The Committee discussed the proposed 2014 Audit Committee Meeting Schedule. Commissioner Adams communicated that the meeting schedule should be adjusted, if any of the Audit Committee meeting dates conflict with other Board Committees. In addition, the Committee reviewed proposed language for the Parent Engagement Policy. The Committee was concerned that the initial version required the Office of Auditor General to conduct regular audits on Parent Engagement. A brief discussion commenced and it was agreed that is not a good practice to allow policy to direct audits. Final language was agreed upon and Commissioner Adams will forward the language to the Policy Committee.

Motion to forward to the Parent Engagement Policy to the Board made by Commissioner Evans, seconded by Commissioner Adams.

- III. Audit General Update:** The Auditor General summarized highlights from the following Audit Reports: Student Activity Funds Robert Brown and Student Activity Funds All City High School. Discussion commenced around some of the findings for both audits. Commissioner Elliott shared her desire to see more details regarding the Principal's intended Action Plans. The Auditor General agreed to include additional details surrounding the Action Plans for Student Activity Fund Audits.

Motion to forward the Audit Executive Summaries to the full Board for approval made by Commissioner Evans, seconded by Commissioner Adams.

- IV.** Meeting called into Executive Session by Commissioner Adams at 6:17 PM.

- V. Adjournment:** The meeting was adjourned at 6:24 PM.